

**Council on Human Rights
Friday, September 23, 2005
Council's Boardroom, 4th Floor
Pocahontas Building
1:00 p.m.**

Council Members Present: Jon D. Strother, Chairman; Charles Baugham; Donald O. Campen, Jr.; David A. Drachsler; Valarie A. Jones, Dyana Mason; Deborah Segaloff, and Leslie Teets.

Staff Present: Rita R. Henderson, Director; Sandra D. Norman, Assistant Director; Gerald Snead, EEO Manager; Timothy Wilson, Administration/Operations Manager; and Cortley West, Intern.

Council's Attorney Present: Martha "Marty" Parrish, Assistant Attorney General.

Welcome, Approval of Minutes, and Introductions

The Chairman called the meeting to order. The minutes from the June 17, 2005 meeting were adopted as presented. Introductions were made.

Election of Vice Chairman

Member Campen moved to elect Member Drachsler as Vice Chairman of the Council's board. It was seconded by Member Teets and carried.

Election of Parliamentarian

Member Campen moved to elect Member Jones as Parliamentarian of the Council's board. It was seconded by Member Segaloff and carried.

Director's Report

Ms. Henderson reported on the following three (3) categories: (1) meetings and conferences, (2) Governor's priorities, and (3) compliance.

Meetings and Conferences

- Staff (Henderson and Norman) attended a training session sponsored by the Equal Employment Opportunity Commission for its Fair Employment Practices Agencies (FEPAs). The training was held in Atlanta, Georgia from June 21–23, 2005. Presenters at the training included Ms. Cari Dominguez, Chairman of the Commission, who spoke about the restructuring of the EEOC. The plan includes changes to the EEOC's management structure and geographical boundaries. Additional information will be provided to board members when the EEOC makes the plan available to its FEPAs.

- The Human Rights Day Forum was held on Thursday, April 21, 2005 at the Greater Richmond Convention Center. This one (1) day forum included two (2) training sessions (Legal Update and Understanding the Partnership), a keynote speaker, the Honorable L. Douglas Wilder, Mayor of Richmond, and a keynote luncheon speaker, the Honorable Roger L. Gregory, Judge, U.S. 4th Circuit Court of Appeals. Board members were encouraged to visit the agency's website to view photographs from the event.
- Staff (Henderson and Norman) also attended the EEOC's Baltimore District Office's mini-conference for its FEPAs in Ocean City, Maryland on September 13-15, 2005. During this conference, the FEPAs were encouraged to increase their community outreach programs.
- Ms. Henderson was interviewed on the CNN Headline News/Comcast Local Edition program. The interview will be aired on Channel 26 during the weeks of October 3rd and 17th. The interview also was shown during the week of September 12th. The taping and airing of the interview translates into an in-kind contribution of \$17,440.50 per week from Comcast Cable.

Governor's Priorities

- This administration has stressed accountability at all levels of government operations. Agencies are required to submit the following weekly, monthly, and quarterly reports: EVA Dashboard, Small, Women, and Minority (SWAM), and weekly updates. Agencies are also required to submit strategic plans, performance measurements, disaster contingency plans, VA Results, Scorecard, and Web Bears reports.
- The Governor's proposed budget for FY 06-07 will include excerpts from agencies' strategic plans.

Compliance

- The Council on Human Rights (CHR) has fulfilled its contract with the EEOC. Thirty-two (32) cases were closed and an additional nine (9) were investigated. Mr. Cortley West assisted staff (Norman and Wilson) with the intake process resulting in the elimination of CHR's backlog of complaints. A summary of monthly stats was presented. A discussion followed regarding the resources needed for additional staff positions.
- Questions regarding the budget, EEOC contract, and EEO laws were answered.
- Board members requested additional training on EEO laws and CHR's investigatory processes.

Chairman's Report

Draft of Recommended Amendments to the Virginia Human Rights Act

The Chairman presented the draft proposal of Recommended Amendments to the Virginia Human Rights Act. Member Campen moved to amend the agenda to review the draft. Member Drachsler seconded the motion and the motion carried.

Member Baugham moved to adopt the draft with the deletion of sections 2.2-3908, 2.2-3909, 2.2-3910, and 2.2-3911. Member Segaloff seconded the motion and the motion carried with seven (7) members voting to accept the motion and one (1) member voting against it. Section 2.2-3901-D of the document was revised to include the following language: **“Complainant” or “complaining party” means a person who files a complaint or on whose behalf a complaint is filed, the Virginia Council on Human Rights or the Attorney General of Virginia.** The revision was approved by a majority consensus of the board prior to its adoption.

Member Campen moved to accept the draft. Member Teets seconded the motion and the motion carried.

Budget

The Chairman distributed a budget analysis comparing the Council with similar agencies in neighboring states. He then presented a draft Budget Increase Request. The proposal included an increase in the personnel and administrative categories. Member Teets asked if the information in the Chairman's proposal or similar proposals were included in the agency's strategic plans. Ms. Henderson responded that neither the proposal nor any similar proposal were included in the agency's strategic plan. A committee of Members Campen and Strother were appointed to review and revise the draft budget proposal. The revised proposal will be presented at the next meeting.

Next Meeting

The next meeting of the board of the Council on Human Rights is tentatively scheduled for Friday, October 21, 2005, 11 a.m. – 2 p.m. This meeting will include a training session.

Member Drachsler moved to adjourn and the meeting adjourned at 3:45 p.m.

Submitted by,

Jon Strother
Chairman

Timothy Wilson
Recorder